

Whitefield Public Library
Board of Trustees
December 8, 2022

Meeting was called to order at 10:03. This meeting was to finalize our budget for next year. Lynn Tober, the Retirement Advisor for Passumpsic Bank is happy to meet with us about retirement planning for Lyn. A motion was made to meet the State's normal input of 7% towards Lyn's retirement. Cathy made the motion to put that amount towards her retirement and Sondra seconded the motion. All were in favor.

2023 Budget Working Notes
2023 Draft Budget

We have a Tillotson Local Grant for 20K over 2 years that will help towards our operations. Most grants are for things and not operations but we can use this one for operating costs. We will continue to get support from Tillotson but it may look different. Courtney will apply for more grants for next year.

We will present our budget at the Select Board Meeting on Monday, December 12. As many Trustees as possible will try to be there. We don't yet know the amount the town will put towards the building maintenance. Courtney talked to Rob who said that will be taken care of.

We will request funds from the ARPA Grant and have both needs and wants.

Our biggest increase in budget will be payroll with a \$40,000 increase. This will cover Courtney, Lynn and a clerk. Payroll taxes will be a different line item. We will clarify with Trina exactly how much that will be.

We are now open 5 days a week in the winter and 6 days a week in the summer. We have had as many as 70 patrons a day during the summer.

We are open in the evening again as Lyn knew someone who had the batteries we needed and got them donated to us. Thanks Lyn!!

We are going to look at how much volunteers helped out with the summer meals and such this summer. That helps our bottom line on the budget as well.

We have increased electronic and software costs but magazines costs as less as many are now downloadable. We will also ask patrons if anyone is willing to donate theirs after they have read them.

We are looking for ways to cut and/or explain budget items so the townspeople will have a better understanding.

A motion was made to vote on the RFP for the Library's Improvements via email after everyone had a chance to go over the RFP

. Sondra made the motion and Beth seconded it. All were in favor. The final vote will be added to the minutes afterwards.

A motion was also made to approve the most recent version of our budget which is at \$98,400. Beth made the motion, Cathy seconded it and all were in favor.

Katy made a motion to adjourn the meeting and Cathy seconded it. The meeting was adjourned at 11:30

Our next meeting will be Monday, January 9, at 10:00 at the Library

Amendment: All trustees voted in favor of the RFP.